

County Attorney

Mission:

The County Attorney's Office provides full-time legal services on civil matters for the Board of Supervisors, School Board, Department of Social Services, County Administrator, the departments, administrative offices and constitutional officers of the County, and various other County boards, commissions, and agencies.

Goals:

- Provide quality and timely legal services to the County.
- Emphasize the continuous training of present staff to keep abreast of current developments in the legal field so that the office's many clients can be provided timely and accurate legal advice.
- Maintain a state-of-the-art legal office.

Implementation Strategies for FY2003

- Help implement new initiatives of the Board and the County and changes in County programs, ordinances or regulations mandated by changes in Federal or State laws.
- Ensure that the County is in compliance with legal requirements, that the County's exposure to risk is minimized, and that the most efficient and effective practices are followed.
- Seek new and improved ways (such as the addition of on-line research) to deliver a wide variety of legal services and maintain a state-of-the-art law office.
- Represent the County and its interests in courts of law and legal negotiation; prepare and review ordinances, resolutions, contracts, agreements, leases, deeds and other legal documents to which the County is a party; advise County officials on the legal aspects of County policies, programs and business matters; and specifically:
 - Consult with County officials and staff as needed.
 - Review proposed legislation, administrative papers, contracts, agreements, leases, and other legal documents.
 - Respond to written requests for legal opinions.
 - Continually review and recommend amendments to the County Code in order to keep the County's law up to date.
 - Attend all regularly scheduled meetings of the Board of Supervisors, Planning Commission, Board of Zoning Appeals, and School Board.
 - Draft the County's legislative programs, propose legislation as needed, and testify before legislative committees of the General Assembly.

Budget Issues:

- For FY2003, there are no significant changes.

General Fund Expenditures	FY1999 Actual Expenditures	FY2000 Actual Expenditures	FY2001 Actual Expenditures	FY2002 Original Budget	FY2002 Expected Appropriations	FY2003 Proposed Budget
10124 County Attorney						
Personnel Services	253,019	201,226	244,749	255,055	258,939	260,456
Contractual Services	3,021	1,831	1,382	4,350	4,350	4,350
Internal Services	838	619	915	1,810	1,810	2,000
Other Charges	6,700	4,291	5,898	6,575	6,575	7,250
Materials & Supplies	7,948	9,231	11,828	11,920	11,920	12,800
Capital Outlay	-	-	1,284	3,075	3,075	1,500
Activity Total	<u>271,526</u>	<u>217,198</u>	<u>266,056</u>	<u>282,785</u>	<u>286,669</u>	<u>288,356</u>
Percentage Change	-0.49%	-20.01%	22.49%	6.29%	N/A	1.97%

FTE's

Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Trades & Crafts	-	-	-	-	-	-
Total	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>

